

OFFICE OF THE DIRECTOR  
NATIONAL FOREIGN ASSESSMENT CENTER

27 September 1978

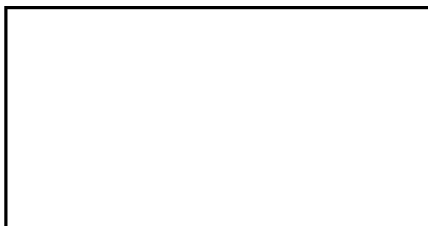
NOTE FOR: All NFAC Production Offices  
Director of Central Reference  
Director of Imagery Analysis ✓

FROM :   
Associate Director-Management  
National Foreign Assessment Center

I would like from you by 6 October a statement of your requirements for GS-15 and supergrade intelligence specialists. In drawing up these requirements, I want you to do it on the merits of the case and not to consider the wherewithal to support these specialists positions. Your statement should have two parts: the first, a justification for the senior/supergrade intelligence specialist position and secondly, a statement of the qualifications which must be attained by an individual occupying such a position.

I am also attaching for your information some thoughts on this subject provided by the NFAC MAG.

Attachment



ACTION

STATINTL

SUBJECT: Requirements for GS-15 and Supergrade  
Intelligence Specialists

STATINTL

AD-M/NFAC:  (27 Sept 1978)  
Distribution.

Director/OGCR  
Director/ORPA  
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- 1 - Action Staff
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- 1 - C/NFAC Admin
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- 1 - NFAC Registry

14 September 1978

STATINTL

MEMORANDUM FOR:  Associate Director-Management/NFAC  
SUBJECT : Criteria for selection of GS-15 and Supergrade  
Intelligence Specialists.

We would recommend that each office draw up no more than one or two fairly general "job descriptions" for a supergrade intelligence specialist. This could be followed by a more detailed discussion, providing specific examples of what type of person they would envision filling such slots. It probably would also be valuable to develop a parallel set of criteria for GS-15 analysts in order to distinguish more clearly the rationale for establishing supergrade slots. Attached is a list of possible criteria each office director could select from or add to in drawing up the appropriate job classifications.

STATINTL

NFAC Management Advisory Group

Criteria for selection of GS-15  
Approved For Release 2002/06/14 : CIA-RDP82T00285R000100250024-2

GS-15

Education

Recent post graduate training focused on specialization, or multidisciplinary in nature.

Experience

Appropriate foreign travel/study.  
Assignment to another office in NFAC.  
Completion of substantial research project/s.  
Recognized as an authority within NFAC.

Skills

Foreign language proficiency.  
Mathematical/statistical proficiency.  
Familiarity with latest methodologies.

Ability

Exceptional Analytical Skills.  
Well-developed oral and written communication, particularly briefing skills.

GS-16

More extensive, recent postgraduate training with greater emphasis on multidisciplinary skills. (Perhaps one year's sabbatical could be devoted to learning a second relevant discipline.)

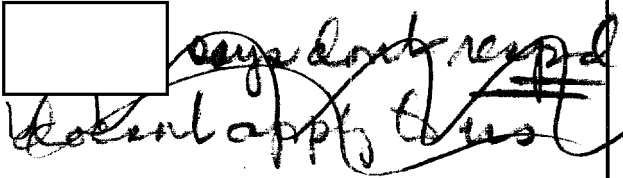
Field research, preferably including foreign residency.  
Assignment to another directorate or elsewhere in the Intelligence Community.  
Completion of a "definitive" intelligence study (eg., primary drafter of an NIE).  
Recognized as an authority within Intelligence Community or by policy-level officials.

Foreign language mastery.  
Mathematical/statistical expertise.  
Expert in use of latest methodologies.

Superior analytical capability.  
Excellent oral and written communication and briefing skills.  
Can make unique contribution to the Intelligence Community.

STATINTL



TRANSMITTAL SLIP		
TO: <u>Director/OIA</u>		
ROOM NO.	BUILDING	
REMARKS:  <div style="text-align: center;">NOTE DEADLINE</div> <div style="text-align: center;">STATINTL</div> <div style="text-align: center;"></div>		
FROM: AD-M/NFAC		
ROOM NO.	BUILDING	EXTENSION

STATINTL